

**CORRECTIONS STANDARDS AUTHORITY  
CORRECTIONS PLANNING AND PROGRAMS DIVISION  
YOUTH CENTERS/YOUTH SHELTERS PROGRAM  
MONITORING REPORT**

**Project Name:** Children's Shelter of Santa Clara

**Contract Number:** CYA 91-254

**Agency Name:** Santa Clara County Department of Social Services

**Youth Center** ☐ **Youth Shelter** ☒

**Facility Address:** 4525 Union Ave.  
San Jose, CA 95124

**Monitoring Term:** 10 years ☐ 20 years ☒

**Facility Phone:** (408) 558-5440

**Date Monitoring Term Ends:** 9/30/2016

**Date of Monitoring Visit:** May 23, 2008

**Field Representative:** Aaron Long

**Person(s) interviewed during the Monitoring Visit (Name, Title, Agency):**

Doug Southard, Executive Director, Santa Clara County Children's Shelter

**Brief Project Description:** The facility is the central receiving children's shelter for dependent youth from birth to age 18 in Santa Clara County. The facility is owned and operated by the Santa Clara County Department of Social Services. The facility has six residence cottages, an on-site school operated by the Santa Clara County Office of Education, dining and recreation facilities, and both mental health and medical staff available on-site for residents.

**A. SITE REVIEW**

1. Is the facility being used as described in the contract? ☒ Yes ☐ No  
The facility has experienced a drop in population that has led to closing two residence cottages.
2. Is the facility in satisfactory condition and being maintained properly? ☒ Yes ☐ No  
The facility is exceptionally well maintained.

**B. PROGRAM REVIEW**

1. What types of programs/services does the facility offer? If available, attach a schedule of activities.  
School is provided on-site, but residents are also transported to local schools if they remain enrolled in their original school district. All incoming residents are provided with mental health assessment and counseling, medical screening, and an educational needs assessment. Additional programming includes: art; computer literacy; and Girl Scouts.
2. Are the programs/services provided by the facility consistent with the contract? ☒ Yes ☐ No

3. Have there been any significant changes to programming? ☒ Yes ☐ No  
A preschool was cancelled when the population of children age 2-6 years declined.
4. Does the facility have an established process for receiving and considering feedback and suggestions from the community? ☒ Yes ☐ No  
The facility has a documented formal complaint process in addition to soliciting suggestions from residents and the community.
5. What is the average daily attendance?  
20-30
6. What is the maximum capacity?  
132

### C. MONITORING SUMMARY

1. Is the project in compliance with the contract requirements? ☒ Yes ☐ No  
If no, is a Corrective Action Plan needed? ☐ Yes ☒ No
2. Does the project have any technical assistance needs? ☐ Yes ☒ No
3. General Comments/Observations  
The facility complies with all Community Care Licensing requirements. The facility has a 1-6 staff to minor ratio that exceeds the minimum standards. The facility has experienced dramatic shifts in total population due to changing demographics and economic conditions in Santa Clara County. The facility was extremely clean and very well maintained.

CSA Field Representative

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Aaron Long

Reviewed by:

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Marlon Yarber, Deputy Director  
Corrections Planning and Programs Division

Date Reviewed:

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